

To: The Honorable Mayor and City Council

From: Ruby C. Johnson, Purchasing Director 
Purchasing Department

Date: April 10, 2012

RE: **A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF NORTH MIAMI, FLORIDA, APPROVING THE SELECTION OF C.A.P. GOVERNMENT, INC., AS THE CONTRACTOR FOR THE PROVISION OF BUILDING INSPECTION AND PERMITTING SERVICES, IN ACCORDANCE WITH THE CITY OF NORTH MIAMI REQUEST FOR PROPOSAL NO. 02-11-12, AND AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE AN AGREEMENT FOR THE PROVISION OF STATED SERVICES WITH THE CONTRACTOR; PROVIDING FOR AN EFFECTIVE DATE AND FOR ALL OTHER PURPOSES**

RECOMMENDATION

Staff is recommending that the Mayor and Council authorize the award of RFP No. 02-11-12 to C.A.P Government, Inc to provide the City with Building Inspection and Permitting Services for the Building & Zoning Division.

BACKGROUND

The Community Planning & Development Department utilizes outside services for Building Inspection and Plan Review. In recent years the City has been piggybacking the City of Miami Beach agreement, securing the services on an as needed basis.

On December 8, 2011 the City issued RFP No. 02-11-12. Three (3) responses were received, which were reviewed by an Evaluation Committee and based on their pricing, experience and use of a local subcontractors, C.A.P. Government emerged as the successful Proposer.

The contract will be established as a revenue sharing contract where the contractor will split all permitting fees 50/50 with the City for a term of three (3) years with the option to renew for an additional two (2) years on a year to year basis. C.A.P. Government has committed to subcontracting 10% with two local vendors, A.R. Toussaint & Associates and TEK Kinja Design on this contract.

It is respectfully requested that the City Council authorizes the City Manager to move forward to enter into an agreement with C.A.P. Government

ATTACHMENT

Resolution

Bid Tabulation

Proposal

RESOLUTION NO. _____

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF NORTH MIAMI, FLORIDA, APPROVING THE SELECTION OF C.A.P. GOVERNMENT, INC., AS THE CONTRACTOR FOR THE PROVISION OF BUILDING INSPECTION AND PERMITTING SERVICES, IN ACCORDANCE WITH THE CITY OF NORTH MIAMI REQUEST FOR PROPOSAL #02-11-12, AND AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE AN AGREEMENT FOR THE PROVISION OF STATED SERVICES WITH THE CONTRACTOR; PROVIDING FOR AN EFFECTIVE DATE AND ALL OTHER PURPOSES.

WHEREAS, on December 8, 2011, the City of North Miami ("City") issued *Request for Proposal #02-11-12 Building Inspection & Permitting Services* ("RFP"), to provide building, plumbing, electrical, roofing, mechanical and structural inspections, plan reviews and other related services, pursuant to the Florida Building Code ("Code"), and in accordance with the terms, conditions and specifications contained in the RFP ("Services"); and

WHEREAS, proposals submitted in response to the RFP were evaluated by the City Evaluation Committee, and C.A.P. Government, Inc., emerged as the highest ranked proposer whose qualifications, experience, and use of local preference contracting demonstrated to be the most advantageous to the City; and

WHEREAS, C.A.P. Government, Inc., has expressed its capability, expertise and willingness to perform the Services pursuant to the Code, and in accordance to the terms, conditions, requirements and specifications of the RFP; and

WHEREAS, the Mayor and City Council have determined that the selection of C.A.P. Government, Inc., as the Contractor for the provision of Services, is in the best interest of the City and thereby, authorize the City Manager to negotiate and execute an agreement with the selected Contractor.

NOW THEREFORE, BE IT DULY RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF NORTH MIAMI, FLORIDA:

Section 1. Authority of City Manager. The Mayor and City Council of the City of North Miami, Florida, hereby approve the selection of C.A.P. Government, Inc., as the

Contractor for the provision of Building Inspection and Permitting Services, in accordance with the City of North Miami Request for Proposal #02-11-12, and authorize the City Manager to negotiate and execute an agreement for the provision of stated services with the Contractor.

Section 2. **Effective Date.** This Resolution shall become effective immediately upon adoption.

PASSED AND ADOPTED by a _____ vote of the Mayor and City Council of the City of North Miami, Florida, this _____ day of April, 2012.

ANDRE D. PIERRE, ESQ.
MAYOR

ATTEST:

MICHAEL A. ETIENNE, ESQ.
CITY CLERK

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:

REGINE M. MONESTIME
CITY ATTORNEY

SPONSORED BY: CITY ADMINISTRATION

Moved by: _____

Seconded by: _____

Vote:

Mayor Andre D. Pierre, Esq.	_____ (Yes)	_____ (No)
Vice Mayor Jean R. Marcellus	_____ (Yes)	_____ (No)
Councilperson Michael R. Blynn, Esq.	_____ (Yes)	_____ (No)
Councilperson Scott Galvin	_____ (Yes)	_____ (No)
Councilperson Marie Erlande Steril	_____ (Yes)	_____ (No)

RFP 02-11-12 Building Insepctions & Permitting Services Opening Date: Janaury 10, 2012						
CAP Government		95		Fiddler	Jackson	265
GFA International		50		70	52	172
MT. Causley		80		86	97	263
Cap Governement is the recommended vendor for award						



March 2, 2012

Ms. Ruby Crenshaw-Johnson, CPPO
Purchasing Director
City of North Miami
776 NW 125th Street
North Miami, FL 33161

**RE: Request for Proposal (RFP) #02-11-12 City of North Miami
Building Inspection and Permitting Services
Price Addendum #2**

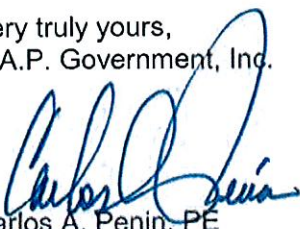
Dear Ms. Crenshaw-Johnson;

This letter is to provide additional information requested and discussed in our March 1st meeting regarding the above referenced subject.

Please find enclosed addendum #2 to our original price proposal, Exhibit 1 – Proposal Form. This addendum reflects an additional monthly administrative fee in the amount of **\$500.00**, we have agreed to give the City.

Please contact me if you have any questions or need additional information. We look forward to working with you.

Very truly yours,
C.A.P. Government, Inc.



Carlos A. Penin, PE
President

Cc: Stephen E. Johnson
City Manager

TAB 7
PRICE PROPOSAL

ADDENDUM #2



Exhibit 1

PROPOSAL FORM

RFP 02-11-12

Building Inspection & Permitting Services

	City Share (%)	Firm Share (%)
Gross Building and / or Public Works Permit Fee collected by the City.	50%	50%
Gross Building and / or Public Works Permit Fee for projects owned, paid for and operated by the City	50%	50%

Attach if needed, any additional payment terms.

Attachment ? Yes X No

*** Additional payment of a monthly administrative fee of \$500.00**

1. The price listed in the bid form shall include the total cost to complete the Work including but not limited to materials, labor, equipment, bonds, insurances, etc, as necessary to ensure proper delivery of services and product requested by the City of North Miami.
2. I hereby certify that I am authorized to act on behalf of the firm, individual, partnership, corporation or association making this proposal and that all statements made in this document are true and correct to the best of my knowledge. I agree to hold this offer open for a period of one hundred and eighty (180) days from the deadline for receipt of proposals; or, if I am selected as the Top-Ranked Offeror, for such further period as is necessary for obtaining sale contract signature and approval.
3. I understand and agree to be bound by the conditions contained in the Request for Proposal and shall conform with all requirements of the Request for Proposal.

Carlos A. Penin, C.A.P. Government, Inc.

Name: (Please Print)

Offeror Signature

President

Title:

03/02/12

Date:



TAB 7

PRICE PROPOSAL ADDENDUM

Inspections performed outside of regular business hours will be compensated per the hourly rates.

Additional Services.

Additional Work	
<u>Title:</u>	<u>Hourly Rate</u>
Building Official	\$85.50
Structural Plans Reviewer	\$71.25
Structural Inspector	\$61.75
Electrical Plans Reviewer	\$71.25
Electrical Inspector	\$61.75
Mechanical Plans Reviewer	\$71.25
Mechanical Inspector	\$61.75
Plumbing Plans Examiner	\$71.25
Plumbing Inspector	\$61.75
Permit Technician	\$27.00

